

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE	Page 1 of 6
2. AMENDMENT/MODIFICATION NO. 0002	3. EFFECTIVE DATE 06/21/2004	4. REQUISITION/PURCHASE REQ. NO. HOSC000300	5. PROJECT NO. <i>(If applicable)</i>		
6. ISSUED BY Office of Procurement 359 Ford Bldg. Washington, DC 20515		CODE OP	7. ADMINISTERED BY <i>(If other than Item 6)</i> CODE		
8. NAME AND ADDRESS OF CONTRACTOR <i>(No., street, county, State and Zip Code)</i>			(X)	9A. AMENDMENT OF SOLICITATION NO. OPR04000688	
			(X)	9B. DATED <i>(SEE ITEM 11)</i> 05/17/2004	
				10A. MODIFICATION OF CONTRACT/ORDER NO.	
				10B. DATED <i>(SEE ITEM 13)</i>	
CODE		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☒ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA *(If required)*

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS.

IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14.
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER <i>(Specify type of modification and authority)</i>

E. IMPORTANT: Contractor ☐ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION *(Organized by UCF section headings, including solicitation/contract subject matter where feasible.)*
The purpose of this amendment is to extend the solicitation due date to July 9, 2004 at 2:00 pm.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER <i>(Type or print)</i>		16A. NAME AND TITLE OF CONTRACTING OFFICER <i>(Type or print)</i> Edwin Davis	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. U.S. HOUSE OF REPRESENTATIVES BY _____	16C. DATE SIGNED
<i>(Signature of person authorized to sign)</i>		<i>(Signature of Contracting Officer)</i>	

Solicitation Amendment	Document No. OPR04000688/0002	Document Title Replacement System for POS	Page 3 of 6
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TABLE OF CONTENTS

SECTION A -- Solicitation/Contract Form	4
A.1 Summary of Changes	4
SECTION L -- Instructions, Conditions and Notices to Bidders	5
L.1 Submissions	5

Solicitation Amendment	Document No. OPR04000688/0002	Document Title Replacement System for POS	Page 4 of 6
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SECTION A -- SOLICITATION/CONTRACT FORM

A.1 SUMMARY OF CHANGES

Clause ‘HC.12.003 - Submissions’ has been edited.

Solicitation Amendment	Document No. OPR04000688/0002	Document Title Replacement System for POS	Page 5 of 6
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SECTION L -- INSTRUCTIONS, CONDITIONS AND NOTICES TO BIDDERS

L.1 HC.12.003 SUBMISSIONS

MARCH 2004

The offeror shall provide one electronic version in MS Word format or PDF to (edwin.davis@mail.house.gov) or one fax version (202) 226-2214 of their proposal in response to this RFP by July 9, 2004 at 2:00 PM.

The following schedule applies to submission of quotes for this requirement:

Final Date for Submission of Questions* May, 28, 2004
Request for Proposal (RFP) Submission July 9, 2004

* All questions must be submitted in writing to the individual listed in block 3 on Page 1 of this RFP, either by Fax or e-mail, by 5:00 PM.

Proposal will be evaluated based on the information provided below and awarded to the contractor whose proposal is the most advantageous to the House. Product, Technical Approach, Personnel Qualifications and Past Performance are equal and more important than Price. The Offeror's Proposal shall include, and be divided into sections as follows:

- Part A - Product (hardware & software) & Integration
- Part B - Past Performance
- Part C - Price Proposal

Part A - Product & Integration

This section documents the content of the Excel portion of the required SOW response. The majority of this section is intended to understand the detailed capability of the COTS replacement system being proposed to support the US House OSS retail operation requirements. The entire System Requirements document is included with this SOW to provide any additional detail and understanding of the specific solution requirements.

Additionally, the Excel portion of the required SOW response captures valuable information about the integrator's capabilities and overview details about the proposed integration effort.

Each COTS solution, integrator capability, integration timeline, and costs will be evaluated using these requirements and details. This information must be documented in the included MSExcel spreadsheet file (multiple sheets within the file) in order for the solution to be considered. The following list defines the sheets within the MSExcel spreadsheet.

- Functional - lists the functional requirements for the software solution
- Technical - lists the technical requirements for the replacement COTS solution
- Vendor - lists information requested concerning the vendor's history and experience
- References - provides space for the requested references
- Project - requests high level project statistics

The vendor defined proposal document component of the SOW response should detail the integration methodology, plan, timeline, deliverables, resources, costs, and qualifications. The vendor should detail the timeline for each phase of the project using the defined scope of work details that include the following phases.

- Phase 1 - Planning
- Phase 2 - Requirements Verification & Design
- Phase 3 - Development/Customization
- Phase 4 - Data Conversion & Testing
- Phase 5 - Training
- Phase 6 - Implementation
- Phase 7 - Project Close

Part B - Past Performance

Solicitation Amendment	Document No. OPR04000688/0002	Document Title Replacement System for POS	Page 6 of 6
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1. Provide information covering the past three years for projects with the same or similar requirements and cost magnitude. Include customer name, description and duration of project for which labor was supplied and labor category(ies) supplied, contact name(s), phone number(s) and e-mail contact information for each current and past customer.

2. Provide the company's Dun & Bradstreet Number for the purposes of performance and credit history validation.

Part C - Price

Offerors shall provide a breakdown of fully loaded labor rates that support quoted prices. Offeror shall indicate the staffing necessary to meet the requirements specified in the statement of objectives. The House intends to award a Firm Fixed Price (FFP) contract.